

Informational Paragraphs

A paragraph is a series of sentences that are organized and coherent, and are all related to a single topic. Almost every piece of writing we do that is longer than a few sentences should be organized into paragraphs.

The **information paragraph** might describe a place, character, or process; narrate a series of events; compare or contrast two or more things; classify items into categories; or describe causes and effects.

Regardless of the kind of information they contain, all paragraphs share certain characteristics. One of the most important of these is a **topic sentence**.

Topic Sentence:

A well-organized paragraph supports or develops a single controlling idea, which is expressed in a sentence called the topic sentence. A topic sentence has several important functions:

- It unifies the content of a paragraph and directs the order of the sentences
- It advises the reader of the subject to be discussed and how the paragraph will discuss it
- Readers generally look to the first few sentences in a paragraph to determine the subject and perspective of the paragraph. That's why it's often best to put the topic sentence at the very beginning of the paragraph.

Paragraph Structure:

Paragraphs have a three-part structure—introduction, body, and conclusion. You can see this structure in paragraphs whether they are narrating, describing, comparing, contrasting, or analyzing information or just simply giving information.

Each part of the paragraph plays an important role in communicating your meaning to your reader.

1. **Introduction** : the first section of a paragraph; should include the topic sentence and any other sentences at the beginning of the paragraph that give background information or provide a transition.
2. **Body** : follows the introduction; discusses the controlling idea, using facts, arguments, analysis, examples, and other information.
3. **Conclusion** : the final section; summarizes the connections between the information discussed in the body of the paragraph and the paragraph's controlling idea.

Writing the Informational Paragraph

When you write a well-constructed information paragraph, remember the following things:

- Before you begin to write, choose at least 4 related details (facts and information)
 - Identify the main idea of your paragraph in the topic sentence
 - Use the 4 related details to create 3 to 5 supporting sentences.
 - Organize the facts and details in a way that is easy to follow, such as chronological or time order.
 - Use connecting words between ideas and sentences to help the reader follow along.
 - All details and facts must support the main idea in the topic sentence.
 - Provide a concluding sentence for your paragraph
 - Use correct spelling, grammar and punctuation so that your paragraph is clear and easy to read.
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- **Piecing Together Your Paragraph (Follow the Directions)**
 - Some Suggestions:
 - Choose a Topic - "How To" (drive a car, replace a ball-joint, plan the perfect party, survive a night of babysitting, quit smoking, get through high-school, beat your favourite video-game, how to shoot a free-throw, how to get a date, etc.)
 - - "Compare and Contrast" (being a kid versus being a teenager, two places you have visited/lived, two fast-food restaurants, two professional athletes, how you are treated versus how your brother/sister is treated, etc.)

Choose 4 related details:

1.

2.

3.

4.

Introductory Sentence:

Topic Chosen + brief examples from Related Details

Body Sentences:

Now use the 4 Related Details to create 3 to 5 supporting sentences.

1.

2.

3.

4.

5.

Organization:

Now, organize these Body Sentences into some sort of logical order (chronological, order of importance, etc.)

Use connecting words between ideas and sentences to help the reader follow along. You may add sentences if necessary.

Concluding Sentence:

This sentence sums up what you have discussed in your paragraph.

Proofread, Revise, and Edit

Have somebody read over your paragraph and revise any errors and edit any mistakes
